

**Community Preservation Committee**  
**Meeting Minutes**  
**March 2, 2016**

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In attendance were:

Andrew Bengtson  
Mike Cayer  
David Levy\*  
Leslie Mayer  
JoAnn Robinson  
Clarissa Rowe  
Charles Tirone  
Eric Helmuth  
Richard Murray

Also in attendance:

Eve Margolis  
Laura Wiener

\*Denotes those not in attendance

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• **Review of Applications-**

- **Life and Skills Building and Drake Village (AHA)**
  - This has been submitted for both CPA and CDBG funds.
  - Laura Wiener discussed the application. The Life Skills building cannot be funded by CPA. Hauser Building could be partially funded by CPA, with the rest as CDBG. AHA will submit an addendum to their application.
  - Eric Helmuth has specific information about what parts of the project can be funded by CPA and will send it to Laura Wiener.
- **Historic Preservation Applications**
  - Need to have a legal agreement between private entities and the Town. JoAnn Robinson to provide Nahant example. This may not be possible to do before Town Meeting. The Old Schwamb Mill Barn project is not scheduled to start until summer 2017 so there may be time for preparation.
  - JoAnn Robinson is working with HHS to provide more information for the Whittemore Robbins Carriage House application. Charles Tirone is providing his opinion on cost for Phase 1 and 2.
  - The Assessment of Municipal Buildings will not be ready for Town Meeting. More information needs to be collected. Defer until July 2017. Clarissa Rowe still wants presentations of the projects that are being deferred.
  - If there are Special Town Meetings in the coming fiscal year, deferred projects could be presented for FY2017 funding if they are ready.
- **Open Space and Recreation, Robbins Farm**
  - Eric Helmuth- this is a great project, meets all the criteria.
  - Mike Cayer agrees. Maybe clarify the issues that were mentioned by the Community Preservation Coalition, such as what parts of the project in the

- garden will be paid for, specifying what parts are volunteer. Reformat the budget.
- This project will improve Robbins Farm ADA accessibility. The committee expects to approve this project but will vote at the end of the month.
  - **Open Space and Recreation, Spy Pond**
    - Andrew Bengtson – this is a good project, the shore line should be preserved. What are the different parts of this? Locations are not clear. Charles Tirone will explain that during the presentation.
    - Clarissa Rowe thought the letters of support were strong and is requesting a response to the Coalition's questions on this project. There is an issue with the storm drain into spy pond, it is not being maintained. Charles Tirone suggests that the Conservation Commission look into managing this. Can the water bodies fund be used?
  - **Housing, Kimball Farmer House**
    - Charles Tirone and David Levy both like the project. There are a couple policy questions – is this creating affordable housing or preserving it? David Levy provided feedback to Clarissa Rowe before the meeting and thinks the pricing per unit is high. The application is also missing an operating budget, rent calculation, and debt service. Need more information. Is this financially viable? Want a financial statement. Should review 2014 vs 2016 documents. Clarissa Rowe will talk to Pam Hallett about the committee's questions.
  - **Housing, 20 Westminster**
    - Charles Tirone to look at Phase 1 to see if there was ground contamination. If there was no resolution we would need to know.
    - Richard Murray thinks the project is great, 9 units for rehabilitation.
    - Clarissa Rowe via David Levy – because the project only has one bedrooms and studios, DHCD is less interested in it because they are looking for affordable units for families. This is a big ask – maybe the amount of money requested should be less but we need more information. It is still in the appeal period for ZBA. We also do not have information from the Historic District Commission.
    - The CPC cannot commit funds for future fiscal years in advance.
  - **Administrative Budget** – discussion of timing.
- **Meeting adjourned.**